

# AFTERSCHOOL SNACK PROGRAM REVIEW

School Food Authority: \_\_\_\_\_ Site: \_\_\_\_\_

First Review (during first four weeks of school year) \_\_\_\_\_ Second Review \_\_\_\_\_

The School Food Authority must review each program two times a year. The first review must be conducted during the first four weeks that the school is in operation each school year.

Program Requirement	Yes	No
1. Does the after school care program provide students with regularly scheduled activities in an organized, structured, and supervised environment that includes educational or enrichment activities?		
2. Does the District administer or sponsor the after school program?		
3. Is documentation of individual student attendance maintained on a daily basis?		
4. Are accurate snack count records maintained on a daily basis? (total counts for area eligible sites; counts by type - free, reduced price, and full price for non-area eligible sites)		
5. Is a maximum of one snack per student per day claimed for reimbursement?		
6. Do the snacks that are served meet the minimum meal pattern requirements?		
7. Are daily production records maintained?		
8. Is the snack priced as a unit?		
9. Are snacks served free or at a reduced price for all students who are determined to be eligible for free or reduced price snacks at a non-area eligible site?		
10. If charging for snacks, the charge for a reduced price snack does not exceed 15 cents?		
11. Are snacks provided free to all eligible students at an area-eligible site?		

Results of Review	Yes	No
1. Is a corrective action plan required?		
2. Is a follow-up review required?		

Suggested Corrective Action (follow-up in 45 days):

Reviewer Signature: \_\_\_\_\_ Date of Review: \_\_\_\_\_